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March 11, 2011 Meeting Minutes

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**SHAWNEE STATE UNIVERSITY
BOARD OF TRUSTEES**

**Meeting Minutes
March 11, 2011**

Chairperson Jack McCoy called the meeting to order at 1:15 p.m. noting the meeting was in compliance with RC § 121.22(F).

Roll Call

Members Present: Ms. Melissa Higgs-Horwell, Mr. David Lodwick, Mr. Jack McCoy, Mr. Dan Mooney, Ms. Elizabeth Seif, Dr. Rita Roberts, Mr. Matthew Allard, Ms. Mallory Saltsman

Members Absent: Dr. Gail Ball

Approval of the March 11, 2011 Agenda

Ms. Higgs-Horwell moved and Ms. Seif seconded a motion to approve the March 11, 2011 agenda. Without discussion, the Board unanimously approved said agenda.

Chairperson Jack McCoy asked for a motion to change the order of business on the agenda and move the President's Contract to after Other Business. Mr. Lodwick moved and Ms. Seif seconded a motion to move the order of business on the agenda.

Ayes: Ms. Higgs-Horwell, Mr. Lodwick, Mr. McCoy, Mr. Mooney, Ms. Seif, Dr. Roberts

Nays: None

Approval of the January 14, 2011 Board Meeting Minutes

Mr. Mooney moved and Ms. Seif seconded a motion to approve the January 14, 2011 Board meeting minutes. Without discussion, the Board unanimously approved said minutes.

Committee Reports

Academic Affairs Committee – Ms. Seif

Ms. Seif reported on behalf of the Academic and Student Affairs Committee and said the Committee had two action items.

Ms. Seif said Dr. Dave Todt, Provost and Vice President for Academic Affairs, presented Resolution ASA03-11, Approval of Graduates. Ms. Seif said the Board of Trustees takes annual action approving the granting of degrees and certificates during the year. Ms. Seif said the Academic and Student Affairs Committee recommended Board of Trustees approval of Resolution ASA03-11. Ms. Seif moved and Mr. Mooney seconded a motion to approve Resolution ASA03-11, Approval of Graduates.

Ayes: Ms. Higgs-Horwell, Mr. Lodwick, Mr. McCoy, Mr. Mooney, Ms. Seif, Dr. Roberts

Nays: None

Ms. Seif said Dr. Todt presented Resolution ASA04-11, Approval of Policy 3.04, Student Education Records Privacy and Release. Ms. Seif said this policy pertains to the FERPA and is a shorter version. Ms. Seif said the Academic and Student Affairs Committee recommended Board of Trustees approval of Resolution ASA04-11. Ms. Seif moved and Dr. Roberts seconded a motion to approve Resolution ASA02-11, Approval of Policy 3.04, Student Education Records Privacy and Release.

Ayes: Ms. Higgs-Horwell, Mr. Lodwick, Mr. McCoy, Mr. Mooney, Ms. Seif, Dr. Roberts

Nays: None

Ms. Seif reported on the Academic and Student Affairs informational items.

Ms. Seif said Dr. Todt and Dr. Paul Madden, Chairperson, Department of Teacher Education and Interim Associate Provost, reported on the Educational Policy and Curriculum Committee and University Faculty Senate approval of a proposal for the Master of Education with Intervention Specialist Concentration with Licensure. Ms. Seif said this has been one of the most frequently requested programs in Teacher Education and they hope to be ready for fall semester.

Ms. Seif said Dr. Todt reported on the promotion of Phanindra Upadhyaya, Ph.D. and said this was a procedural promotion.

Ms. Seif said Ms. Maggie O'Malley, President of the Student Programming Board, reported on the activities of the SPB. She said the SPB is working with non-traditional students to be them more involved.

Ms. Seif said Mr. Matt Matthews, Coordinator, Multicultural Student Affairs, reported on the many activities during Black History Month, including the April 21 Kente Stole Recognition.

Ms. Seif said that for the educational session, Mr. Bob Trusz, Associate Vice President, Enrollment Management, and Ms. Nicole Neal, Financial Aid Director, presented “Financial Aid 101,” an introduction to the process students must navigate in order to receive financial assistance from completing the FASFA to receiving the aid.

Finance and Facilities – Mr. David Lodwick

Mr. Lodwick reported on behalf of the Finance and Facilities Committee and said the Committee had five action items.

Mr. Lodwick said the Finance and Facilities Committee recommended approval of Resolution F06-11, Acceptance of Donated Property. Mr. Lodwick said the donated property was located at 310-312 Chillicothe Street by Our Lady of Bellefonte Hospital. He said the initial purpose of the building would be to utilize the first floor for community based programming. Mr. Lodwick moved and Dr. Roberts seconded a motion to approve Resolution F06-11.

Ayes: Ms. Higgs-Horwell, Mr. Lodwick, Mr. McCoy, Mr. Mooney, Ms. Seif, Dr. Roberts

Nays: None

Mr. Lodwick said the Finance and Facilities Committee recommended approval of Resolution F07-11, Signature Authorization, Policy 5.27Rev. He said this action is part of a systematic review of institutional policies designed to update and make technical corrections of language and to modify for current operational and business needs as appropriate. Mr. Lodwick moved and Mr. Mooney seconded a motion to approve Resolution F07-11.

Ayes: Ms. Higgs-Horwell, Mr. Lodwick, Mr. McCoy, Mr. Mooney, Ms. Seif, Dr. Roberts

Nays: None

Mr. Lodwick said the Finance and Facilities Committee recommended approval of Resolution F08-11, Solicitation, Policy 5.10Rev. Mr. Lodwick said updating this policy is necessary in order to provide general guidance regarding the distribution of materials on campus grounds. Mr. Lodwick moved and Ms. Seif seconded a motion to approve Resolution F08-11.

Ayes: Ms. Higgs-Horwell, Mr. Lodwick, Mr. McCoy, Mr. Mooney, Ms. Seif, Dr. Roberts

Nays: None

Mr. Lodwick said the Finance and Facilities Committee recommended approval of Resolution F09-11, Shawnee State University Development Foundation Member Appointments. Mr. Lodwick said this would approve the slate of officers for FY11 for the Foundation. Mr. Lodwick moved and Mr. Mooney seconded a motion to approve Resolution F09-11.

Ayes: Ms. Higgs-Horwell, Mr. Lodwick, Mr. McCoy, Mr. Mooney, Ms. Seif, Dr. Roberts

Nays: None

Mr. Lodwick said the Finance and Facilities Committee recommended approval of Resolution F10-11, Shawnee State University Police Department. Mr. Lodwick said the approval of this resolution was necessary in order to assure full technical compliance with ORC 3345, the Board of Trustees' designation of Shawnee State's Department of Public Safety as the University's Policy Department. He said Mr. David Thoroughman was the first commissioned officer. Mr. Lodwick moved and Dr. Roberts seconded a motion to approve Resolution F10-11.

Ayes: Ms. Higgs-Horwell, Mr. Lodwick, Mr. McCoy, Mr. Mooney, Ms. Seif, Dr. Roberts

Nays: None

Mr. Lodwick reported on the Finance and Facilities Committee informational items.

Mr. Lodwick said in accordance with Policy 5.16Rev., the personnel appointments for the period December 29, 2010 to February 24, 2011 were reported in the attached consolidated report.

Mr. Lodwick said the Senate Bill 6 ratio report distributed by the Ohio Board of Regents was presented for review and discussion.

Mr. Lodwick said the capital status report reflected current information on major capital projects. He said the Founders' Plaza construction is pending capital approval and the public address system is completed.

Mr. Lodwick reported the University's investment activity performance reports were reviewed.

For the Education Session, Mr. Lodwick reported that a review of the preliminary plan for the development of the Department of Public Safety was presented.

External Relations Committee – Mr. Jack McCoy

Mr. McCoy said that a new committee had been formed and its first meeting was held today. Mr. McCoy said there were no action items. He thanked President Morris for leading the discussion and also thanked Ms. Cindy Hopkins and Dr. Steve Doster for their input at the meeting.

President's Report

Dr. Morris summarized the written report that she submitted to the Board and is to be made a part of these minutes. Dr. Morris also noted that Ms. Seif was serving on the Vice President for Student Affairs search committee and that Ms. Higgs-Horwell was working with her on the STEM grant for \$1 million to schools in southeast Ohio. Dr. Morris said she appreciated the time and dedication these two Board members have made to these projects.

Reports, if any, from Board Liaisons with other Organizations

None.

New Business

Mr. McCoy said he would like to appoint a Nominating Committee charged with presenting a slate of candidates for Board Chair and Vice Chair at the next Board meeting. He asked Ms. Higgs-Horwell to serve as Chair of the Nominating Committee and asked Dr. Roberts and Mr. Lodwick to serve on the Committee.

Comments from Constituent Groups (if any) and the Public

Dr. Jim Kadel, Dean, College of Professional Studies, said one of the student workers in his office was named "Commuter of the Month" by the SGA and that this student had been accepted into law school at both Ohio State and the University of Kentucky on scholarships.

Other Business

None.

Executive Session, if necessary

Mr. Lodwick moved and Ms. Higgs-Horwell seconded a motion to move into Executive Session to discuss the President's employment Contract.

Ayes: Ms. Higgs-Horwell, Mr. Lodwick, Mr. McCoy, Mr. Mooney, Ms. Seif, Dr. Roberts

Nays: None

The Board entered into Executive Session at 1:47 p.m.

The Board exited Executive Session at 3:00 p.m.

Mr. Lodwick moved and Mr. Mooney seconded a motion to approve Resolution E02-11, President's Employment Contract.

Ayes: Ms. Higgs-Horwell, Mr. Lodwick, Mr. McCoy, Mr. Mooney, Ms. Seif, Dr. Roberts

Nays: None

Adjournment

The Board was adjourned by acclamation at 3:14 p.m.

Chairperson, Board of Trustees

Secretary, Board of Trustees